

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
MAY 18, 2015**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, May 18, 2015.

The meeting was called to order by Chairman Rick Stradtner.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Rick Stradtner – Chairman
Doug Schulte – Vice Chairman
Roger Seng – Secretary
Alex Emmons – Wastewater Commissioner
Wayne Schuetter – Electric Commissioner
Dave Hurst – Water Commissioner
Keith Masterson – Gas Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger – General Manager
Ashley Kiefer – Office Manager
Renee Kabrick – City Attorney

PLEDGE OF ALLEGIANCE (DVD-00:40)

Chairman Rick Stradtner led the Pledge of Allegiance.

QUOTE OPENING: LOADER BACKHOE – GAS- (TRADE-IN ASSET #08TE006880)
(DVD-01:02)

Bud Hauersperger opened the quotes and read them aloud as follows:

- | | |
|-------------------|-------------------------------|
| 1. Hopf Equipment | \$95,250.00 |
| Huntingburg, IN | <u>- 83,726.00</u> (trade-in) |
| | \$11,524.00 |
| 2. ERB Equipment | \$86,500.00 |
| Evansville, IN | <u>- 69,000.00</u> (trade-in) |
| | \$17,500.00 |

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation and an Affidavit Regarding Non-responsibility.

Ernie Hinkle stated that three quotes were requested, but Whayne Supply didn't submit a quote. Hinkle asked for the Board's permission to take the quotes under advisement and accept the low quote, if all specifications are met. Hinkle also stated that the 2015 Capital Expenditure amount for the loader backhoe was \$12,000.

Wayne Schuetter made a motion to give Hinkle permission to take the quotes under advisement for the loader backhoe and to report back with a recommendation next month. Keith Masterson seconded the motion. Motion approved, 7-0.

APPROVAL OF MINUTES (DVD-04:29)

Chairman Rick Stradtner presented the minutes of the April 20, 2015 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Doug Schulte made a motion to approve the minutes of the meeting as presented. Roger Seng seconded the motion. Motion approved, 7-0.

REQUEST TO VACATE PART OF A PUBLIC RIGHT-OF-WAY ON SECOND STREET- CORNER OF SECOND ST & MAIN ST – ALBERT & OTILLA, LLC (DVD-04:58)

Bill Kaiser with Bingham, Greenebaum, and Doll, on behalf of Albert & Otilia, LLC, requested vacation of a public right-of-way on Second Street at the corner of Second and Main Street. The property is south of Headquarters restaurant on Second Street. The right-of-way to the west was previously vacated. The property is currently a public right-of-way. Albert & Otilia, LLC is seeking vacation because the property is no longer being used as a street.

Kaiser also stated that an old storm sewer is located under the property, but is only used to drain the subject lot. The Utility Managers do not have any issues with this vacation.

Dave Hurst made a motion to recommend to the Common Council the vacation of a public right-of-way on Second Street at the corner of Second and Main Street. Wayne Schuetter seconded the motion. Motion approved, 7-0.

RECOMMENDATION ON UTILITY ATV QUOTE OPENING (TRADE-IN ASSET #05PO004178) (DVD-11:02)

Jerry Schitter informed the Board that the low bid from Hopf Outdoor Power for a utility ATV for \$11,941.48, for the Electric Department, did meet specifications. The quote is under the 2015 Capital Expenditure amount of \$12,000. Schitter asked for the Board's permission to accept the low bid and approve the trade-in of asset #05PO004178.

Wayne Schuetter made a motion to accept the low bid from Hopf Outdoor Power for \$11,941.48 for a utility ATV for the Electric Department, and to approve the trade-in of asset #05PO004178. Doug Schulte seconded the motion. Motion approved, 7-0.

UPDATE ON PHASE 2 ENVIRONMENTAL ASSESSMENT AT POWER PLANT (DVD-12:44)

Bud Hauersperger updated the Board regarding the Phase 2 Environmental Assessment. Hauersperger stated that reports have been received and are being reviewed regarding asbestos and lead base paint. We are still waiting on the results of the ground water testing.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-13:19)

Wayne Schuetter, Chairman of the Electric Planning Committee, stated the committee did not meet during the past month.

UPDATE ON UV PROJECT (DVD-13:25)

Derick Wiggins, with Midwestern Engineers, updated the Board regarding the UV project. Wiggins stated that the concrete work is over 90% complete, and the block and brick on the new building is finished. Roof trusses are up and sheathing has been placed. A lot of the piping has also been completed.

Wiggins stated that start-up week is scheduled for the week after July 4th. Substantial completion date is the last week of June; therefore they are a week behind schedule. They are still well within the IDEM deadline, which is the end of September, or 1st of October.

INTRODUCTION OF NEW DISTRIBUTION MECHANIC & REQUEST TO KEEP APPLICATIONS OPEN (DVD-14:42)

Ernie Hinkle introduced David Stenftenagel as the new Distribution Mechanic for the Gas and Water Department. Hinkle also asked for the Board's permission to keep applications open for the Distribution Mechanic for twelve months, due to the abundance of applications received.

Wayne Schuetter made a motion to give Hinkle permission to keep applications open for the Distribution Mechanic for twelve months. Dave Hurst seconded the motion. Motion approved, 7-0.

GAS PLANNING COMMITTEE REPORT (DVD-16:04)

Keith Masterson, Chairman of the Gas Planning Committee, stated the committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-16:09)

Dave Hurst, Chairman of the Water Planning Committee, stated the committee did not meet during the past month.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-16:22)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

UPDATE ON CITY HALL SERVER (DVD-16:27)

Ashley Kiefer informed the Board that the bids for the City Hall server would not be ready to be opened in May as anticipated. Brian Scott had to make some changes to the RFP to have better phone system integration, therefore more time was needed. Scott hopes to have the bids ready to open by the June Public Works meeting.

UTILITY DRIVE-THRU (DVD-16:58)

Kiefer informed the Board that the Utility drive-thru is closed. The drive-thru is being widened for vehicle safety and should be closed for approximately one week. Repair of the parking lot will follow.

PHONE PROJECT UPDATE (DVD-17:37)

Bud Hauersperger informed the Board that bids have been received for a new phone system for City Hall and all City Departments. The bids were supposed to be discussed at tonight's meeting but they are still being reviewed by Brian Scott. Hauersperger stated that the bids should be ready for review at the Board of Public Works meeting next week. He will have a recommendation at the June Utility Service Board meeting.

MEMORIAL HOSPITAL WATER LINE & HYDRANTS TRANSFER (DVD-18:38)

Hauersperger explained to the Board that Memorial Hospital is planning to build a new parking garage. The two houses that are located on Memorial Drive will be demolished. At this time there is a water main and three hydrants located in Memorial Drive that serves the two houses and Memorial Hospital.

Hauersperger stated that it was recommended to make the water line and hydrants private; therefore Memorial Hospital will be in charge of maintaining the line and the hydrants. The hospital is already paying the City a monthly fee for the hydrants for maintenance and testing, and this will continue.

Hauersperger stated that the line and hydrants will have to be written off our Fixed Asset books in order to make them private. The book value of the 8" water line and three hydrants is \$8,617.

Roger Seng made a motion to transfer the water line and hydrants on Memorial Drive to Memorial Hospital. Keith Masterson seconded the motion. Motion approved, 7-0.

CITY AUCTION (DVD-21:50)

Hauersperger informed the Board that the City auction was held on Saturday and the Utility Departments combined netted \$5,398 from the auctioned items.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-22:34)

Roger Seng reported that the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Wayne Schuetter made a motion to approve the claims as presented. Doug Schulte seconded the motion. Motion approved, 7-0.

There being no further business to come before the Board, the meeting was adjourned at 7:24PM upon motion by Alex Emmons and seconded by Wayne Schuetter. Motion approved, 7-0.

The minutes were hereby approved _____ with X without corrections this _____ day of _____, 2015.

Attest: _____
Secretary Chairman